



American Consulate General
Regional Procurement Support Office (RPSO)
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May 02, 2008

PRE-SOLICITATION NOTICE

Solicitation No. SGE500-08-R-0045

The American Consulate General, Frankfurt hereby provides the following Pre-solicitation Notice in respect of the issuance of a Request for Proposal (RFP) for:

CLEANING SUPPLIES FOR AMERICAN CONSULATE GENERAL FRANKFURT, GERMANY

The Regional Procurement Support Office (RPSO) in Frankfurt, Germany intends to issue a Firm-Fixed- Price Indefinite- Delivery Indefinite- Quantity type of contract in August 2008.

The scope of work requires the successful contractor to supply a wide range of cleaning supplies. Deliveries shall be made within 48 hours of order receipt. The performance period of the contract will be for one (1) year from the effective date of contract. We are considering that there will be one (1) base year and three (3) option years. Billing shall be on a monthly basis through a consolidated invoice.

It is anticipated that the solicitation package will be issued on or about June 17, 2008. The solicitation package will only be available in the English language. Proposals will be on July 14, 2008. Contract award is anticipated three weeks thereafter.

Companies interested in the requirement shall express their interest by written correspondence **no later than June 12, 2008**. The correspondence shall be addressed to the attention of Mr. Kenneth Mamba at the above e-mail address or by fax (49) 69 7535 3329, citing the solicitation number **SGE500-08-R-0045**. All requests for a copy of the solicitation MUST include the following information: Name of Firm, Name, Telephone and Fax Numbers, and Email Address of Point of Contact and complete Physical and Mailing Address of Firm. Solicitation and award are subject to the laws and regulations of the United States of America.

This requirement is being competed utilizing full and open competition procedures.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Sager", written over the printed name.

Christopher R. Sager
Contracting Officer